

6 August 1973

Memorandum For: [REDACTED]

STAT

Coordinator for Cooperative Programs

Subject: Critique of Program

The Summer Intern Program has provided me with a valuable personal experience. It has also given me an opportunity to participate in an important aspect of our government. Furthermore, I feel the overall strength of the program diminishes any weaknesses that might exist.

In approaching this critique I will rely on the suggested topics for consideration. They include: processing, entrance on duty, work assignment, how I was treated in the office and lastly, the briefings. Throughout the discussion I will make suggestions for improving the program. In my concluding statement I will discuss my future plans.

There was little problem involved in the processing of my application. I was kept fully informed concerning the status of my application. [REDACTED] my personnel officer [REDACTED]

[REDACTED] answered any question I had about the program and he also made helpful suggestions. I also feel I was given adequate time to prepare for my March interviews. The only suggestion I can make is in regard to final notification.

Final notification should be made earlier. This would give the applicant who was accepted an opportunity to prepare for his Summer Intern work. Concurrently it would provide a reasonable time period for those applicants who were not accepted to make alternate plans. After the applicant has confirmed his date of entrance on duty he should receive a formal letter of acceptance.

A formal letter of acceptance would avoid confusion and provide assistance. This letter could include a listing of possible housing facilities and a list of the intern's appointments for the first day. The former would help out-of-state interns find summer housing. The latter would help avoid confusion and provide a check against being misinformed. For example, after my first appointment I was mistakenly told to report back on the following Friday.

Except for the above mentioned problem, entrance on duty went smoothly. However I do have some suggestions for improvements. I think the Summer Interns should be provided with an orientation kit. This kit could include basic everyday information and general policy information. In addition, it might include such items as an "initial's list." That is a list of all abbreviations with descriptive connotations commonly used by agency employees. A building map and a list of basic security rules could also be included.

A list of all the interns, their office of employment, schools of enrollment and area of specialization should also be included. This would facilitate familiarization with each other. It would also help the intern get together for car pools and for sharing housing.

My work assignment was meaningful and provided me with an opportunity to use all of the research tools available to the analyst. I was assigned a topic that involved extensive research. It thereby necessitated the use of the many facilities available at CIA. Thus I have gained a better insight into the workings of not only my branch but also the agency as a whole.

The personnel in my office treated me as an equal and rendered every possible assistance. They held discussions with me concerning my topic and also made appointments for me with

people outside the branch. I was included in both professional and social gatherings. I participated in an international intelligence conference and I am about to take part in an OSR workshop.

The briefings were generally interesting although at times too broad in scope. I think more of a "Nuts and Bolts" approach might be more helpful. Briefings could then help the intern in his pursuit of his assigned topic. Perhaps for those interns involved in indepth research a special briefing in CRS could be arranged.

The structure of the briefings was suitable. I thought the half a day meetings were appropriate. I also thought the cocktail party get together was a good idea. Perhaps in the future there might be one or two additional occasions arranged for the interns to get together.

The Summer Intern Program has been a worthwhile experience. I have appreciated the opportunity to work in a first rate organization with first rate people. As I stated at the outset the weaknesses of this program are minor while the strengths considerable.

I am continuing my graduate studies. I have completed the course work requirement for the Ph.D. degree at St. John's University. This fall I will begin a nine month tour as a Teaching Fellow at [redacted]

[redacted] I hope to improve my language capacity and research my dissertation topic. I wish to be considered for a Summer Intern position for the Summer of 1974. Eventually I would like to come on board as a staff employee.

[redacted]  
Summer Intern  
EF/T, OSR